Answer key

MODULE 1.1

LISTENING

1	Conversation 1		
	Amy Gibson	✓ Amanda Gibs	on
	IBM	✓ NEC	
	Conversation 2		
	✓ Nathan Welsh	Nathan Woods	
	Apple	✓ Dell	
2		1	2
	Good morning.		1
	Good afternoon.	/	
	My name's	1	
	I'm	1	1
	Thank you.		1
	Thanks.	1	

MODULE 1.4

SPEAKING

- 1 abcdefghijklm
- n o p q r s t u v w x y z

 3 ANA All Nippon Airways
 - BMW Bavarian Motor Works HSBC – Hongkong and Shanghai Banking Corporation
 - Corporation

 BBC British Broadcasting Corporation

 JVC Japan's Victor Company

 KFC Kentucky Fried Chicken
 - OUP Oxford University Press CNN – Cable News Network LG – Lucky Goldstar
 - UPS United Parcel Service.

MODULE 1.7

LISTENING

- a airport check-in counter
 c restaurant
 b car rental office
- 2 a2 b1 c3
- 3 1 Yamada 2 Fratelli
 - 3 Wilde

MODULE 1.9

- LISTENING 1 1 help
 - 2 speak
 - 3 through
 - 4 speaking

MODULE 1.10

READING 2 1T 2T 3F 4T 5F

MODULE 2.1

- LISTENING 1 1 Booth 19 3 Booth 37 2 Booth 82
 - 2 Excuse me. Where's ... ?
 - 3 Excuse me. I'm looking for ...
 - 1 Pardon me. Where's ... ?

MODULE 2.2

LISTENING 4 21 35 42 59 67 74 86 93

MODULE 2.3

SPEAKING

- 1 76 across from the stairs.
 - 4 on the right, next to the restrooms
 - 43 between the stairs and the elevator.
 - 22 near the elevator
 - 9 on the left, next to the stairs

MODULE 2.7

LISTENING

- 1 2 Marina Davidoda 3 Jake 1 Steven Roswell
- 2 Message 1 314 791 6654 Message 2 657 211 8301 Message 3 266 741 3299

MODULE 2.9

LISTENING

- 1 1 Sorry
 - 2 In 3 next
 - 2 Heyt
- 4 at

MODULE 2.10

SPEAKING

- 3 1 13 There are many reasons for people thinking 13 is unlucky. One is that Judas, who betrayed Jesus, was the 13th person to sit at the table at the Last Supper.
 - 2 7 There are many reasons, but according to the Bible, God created the world in six days and rested on the seventh.
 - 3 8 The Chinese pronunciation sounds like prosper.
 - 4 4 The Japanese pronunciation sounds like death.
 - 5 9 In China, the number 9 sounds like longlasting, but in Japanese it sounds like pain.

MODULE 3.1

SPEAKING 1 a It's a meeting.

b It's a conference call.

c It's an office party.

d It's a presentation.

LISTENING 2/3 Event

2 office party 1 presentation 4 conference call

Day and time Friday, 5:45 p.m. Thursday, 2:30 p.m.

Wednesday, 11:15 a.m. Tuesday, 10:00 a.m.

MODULE 3.2

LISTENING

1 section

2 team

3 meeting

3 project 4 weekly

5 client

6 staff

MODULE 3.4

LISTENING



LISTENING 3











6







4

MODULE 3.6

LISTENING 2/3 Mistakes: 10 a.m., not 9:15 a.m.; Office tour,

not Factory tour; Presentation, not Speech; 1:30 p.m., not 1:45 p.m.; Station Hotel, not Grand Hotel

MODULE 3.8

LISTENING 1 1 right

2 back

3 problem

4 then

MODULE 4.1

LISTENING 1 c a head office

a a motorcycle factory

b a solar panel factory

2 3 Suntech 1 Bajaj 2 Samsung

	Bajaj	Samsung	Suntech
It's a motorcycle company.	1		
It makes solar panels.			1
The head office is in Seoul.		1	1.10
It has a factory in Malaysia.		1	Min
It's a Chinese company.			1

MODULE 4.2

SPEAKING

MODULE 4.3

LISTENING



MODULE 4.8

LISTENING 2 371 802 597 776

MODULE 4.10

LISTENING 1 1 This

3 address 4 soon

MODULE 4.11

READING

1 Chile produces wine. Denmark produces wind turbines. Holland produces flowers. Japan produces paper. South Africa produces diamonds. Thailand produces rice.

MODULE 5.1

READING

- 1 a at a health club
 - c in an elevator b in a hotel lobby
- 1 c 2 a 3 b

LISTENING

- 2 friends 1 acquaintances 3 strangers
 - 3 Nice to meet you.

 - 2 How's the family? 1 How are you today?

MODULE 5.5

SPEAKING

- 3 5 Can I give you a hand
 - 6 No, thanks, I can manage
 - 3 I'd like you to meet
 - 1 Pretty good, thanks
 - 4 Right
 - 2 Not at all

MODULE 5.6

LISTENING 4

Airline	Flight no.	Destination	Gate	Remark
Olympic Airways	OA 412	Athens	04	boarding
United Airlines	UA 8603	Zurich	02	boarding
Aeroflot Russian Airlines	SU 316	Moscow	06	boarding
Delta Airlines	DL 8581	Paris	11	boarding
United Airlines	UA 8870	Geneva	10	delayed

MODULE 5.7

LISTENING

- 1 terminal
 - 2 flight
 - 3 think
 - 4 Safe

MODULE 5.8

READING

- 1 A good handshake is weak / firm.
- 2 Shake hands for about 3/ 10 seconds.
- 3 'Pump' the handshake two or three/ five
- or six times. 4 Never / Always make eye contact when
 - you shake hands.
- 5 A woman can/ can't offer her hand first.
- 6 People never / often shake hands when they say goodbye.

MODULE 6.1

LISTENING

1 2 calculator 3 push pins 1 flash drive Could I borrow your ... ? ✓ Could I use your ... ?

3 calculator flash drive

MODULE 6.2

SPEAKING 2



1 use 2 borrow 3 it 4 any LISTENING

MODULE 6.3

READING

- 1 coffee mug
 - 2 pencils
 - 3 plant 4 calendar
 - 5 files
 - 6 wastebasket
 - 7 swivel chair
 - 8 envelopes

MODULE 6.4

SPEAKING

- a It's a game console.
 - b It's a watch.
 - c It's an alarm clock
- d It's an electronic dictionary.
- e It's a camera.
- f It's an MP3 player.
- g It's a cell phone.
- h It's a camcorder

MODULE 6.5

LISTENING

- 1 2 XNet 3 Surfari 1 Vigo
 - 2 Price Weight Battery life 2 cheap 1 very light 3 excellent 3 medium-priced 3 a bit heavy 1 good 1 expensive 2 heavy 2 average
 - 3 No.

MODULE 6.7

LISTENING 1

- 1 borrow
- 2 problem
- 3 pick
- 4 Terrific

MODULE 7.1

LISTENING

Job

H an engineer K an office worker C a receptionist N a telemarketer

Company

C a small boutique hotel

H a large construction company

K a medium-sized electronics company

N a large call center

K writes reports C deals with customers N sells insurance H designs buildings

MODULE 7.2

LISTENING 2 1 call 2 run 3 attend 4 deal with 5 write 6 read 7 visit 8 give 9 operate

MODULE 7.3

READING 3/4 5 make parts for electronic products, check the machines

4 hire staff, deal with staff problems

6 visit customers, give presentations

3 make appointments for my boss, deal with correspondence

2 run the restaurant, train new staff

1 run the Sales Department, attend meetings

MODULE 7.5

LISTENING

1 5 check 4 connect 1 e-mail 2 make 3 set up

2 3 the projector and screen 4 the laptop to the Internet

2 ten copies of the agenda

1 everyone about the time and place

5 the air conditioner

MODULE 7.6

READING

a turn on the air conditioner

b open the window

c unlock the safe

d copy the price list

e close the door

f shred the documents

g print the price list

h lock the door

i delete the old files

call Ms. Fujitani

k turn off the lights

1 recycle the old newspapers

MODULE 7.7

LISTENING

1 moment 2 leave

3 course

4 give

MODULE 8.1

LISTENING 1

The meeting is about ... the new product. the new contract. The meeting is on ... August 12th. August 20th. The meeting is at ...

10:30 a.m. 2:00 p.m.

The meeting is at ... John's office. his client's office.

MODULE 8.2

READING

3 March 6 June 8 August 10 October 12 December

MODULE 8.5

LISTENING 1 Four fifteen; Four twelve

prohibited 2 One thirty; One twenty-five

3 Ten o'clock; Ten oh one

MODULE 8.8

LISTENING

1 make 2 too

1

3 check

4 really

MODULE 8.9

READING

Christmas day December 25th Father's Day

the third Sunday in June Halloween October 31st

Independence Day July 4th

Mother's Day the second Sunday in

May

Valentine's Day February 14th the fourth Thursday in Thanksgiving

MODULE 9.1

LISTENING



MODULE 9.2

LISTENING

- 1 1 along
 - 2 right; first 3 left; second

MODULE 9.5

READING

- f China d France c Japan
 - b South Korea e Thailand
 - a the United States

MODULE 9.6

- LISTENING 3 Conversation 1
 - 1 The woman wants to buy a gift for her son /husband
 - 2 She buys an MP3 player /a watch.)
 - 3 The price is €1,200/ €1,250.
 - 4 She wants / doesn't want it gift-wrapped.
 - 5 She uses her American Express card / Visa credit card.

Conversation 2

- 1 The man wants to buy a gift for his boss/
- co-worker.
- 2 He buys a bottle of whiskey/ wine. 3 The price is \$16,000/ ¥60,000.
- 4 He wants / doesn't want it gift-wrapped.
- 5 He pays by Diners Club card /
 - (MasterCard)

MODULE 9.8

- LISTENING 1 1 Certainly
 - 2 moment
 - 3 name
 - 4 security

MODULE 9.9

- LISTENING 1 a cash
 - b debit card
 - c Paypal
 - d credit card
 - e train card

 - f checks

MODULE 10.1

- LISTENING 2 a 3 b 1 c 4 d 2
 - 3 2 reserve a table 1 compact

 - 4 for four nights 2 a quiet table
 - 4 double 3 London Heathrow

3 economy

1 automatic

MODULE 10.2

LISTENING 1 1 help

- 2 reserve
- 3 for 4 what
- 5 have
- 6 near 7 that

MODULE 10.4

SPEAKING

- 3 January 6th-13th 1 February 14th -March 7th
 - 4 April 3rd-8th 2 June 23rd, 24th

MODULE 10.6 LISTENING

- From: November 10th
 - To: November 13th
- Type of car
 - Mini Economy / Compact
- Premium ✓ manual automatic
- Options
- child seat GPS
- air conditioning diesel

MODULE 10.7

LISTENING 1 1 for

- 2 table
- 3 change
- 4 So

MODULE 11.1

LISTENING 1 a 4 b 3 c 1 d 2

2 3 open 1 tell 2 e-mail 4 install

4 1 Sure 2 busy 3 course 4 time

MODULE 11.2

LISTENING 2 g write to Mr. Valdez

a make some coffee

e check these figures

h close the window

d answer the phone

f get me a sandwich

i mail these letters

c replace the printer cartridge

b turn off the air conditioner

MODULE 11.4

LISTENING 3 2 morning

3 after

4 lunchtime

5 this

6 Wednesday

7 morning

8 next

9 the

MODULE 11.5

LISTENING 1 1 Should

2 good

3 1

4 anyway

MODULE 11.7

LISTENING 1

1 up

2 problem

3 moment

4 appreciate

MODULE 11.8

READING

1 Possible answers:

1 junior co-worker

2 co-worker and friend

3 sales clerk

4 senior co-worker

MODULE 12.1

LISTENING

- 1 1F 2F 3T 4F 5T 6F
- 2 5 There's a good Italian restaurant near your hotel.
 - 2 What do you think of San Francisco?
 - 1 Would you like something to eat?
 - 3 Would you like to have dinner tomorrow evening?
 - 6 We can meet in the hotel lobby.
 - 4 Do you like Indian food?

MODULE 12.3

LISTENING 1

- 1 fascinating
- 2 interesting
- 3 exciting
- 4 fantastic

MODULE 12.5

SPEAKING

- 1 a It's Italian food.
 - b It's Mexican food.
 - c It's Chinese food.
 - d It's Thai food.
 - e It's Japanese food.
 - f It's French food.
 - g It's Korean food. h It's Indian food.

MODULE 12.9

LISTENING 1

- document are
- 1 everything 2 pleasure 3 regards
 - 4 again